

Chanelle R. Yarber

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Objective

To utilize passion for television production and writing as well as the ability to plan and manage campaigns and projects to obtain a position in the media field

Employment History

Freelance Associate Producer- *Let It Flow* Pay-Per-View Special

T.D. Jakes Ministries, Dallas, TX

- Managing a field production crew; gathering b-roll of performances and events
- Scheduling and conducting interviews of nationally known ministers, entertainers and musical talent
- Maintaining production logs and paperwork
- Non-linear editing

Production Assistant – *The Potter's House* and *The Potter's Touch*

The Potter's House of Dallas, Dallas, TX

- Managing field and in-studio tapings alongside Senior Producer
- Scheduling and conducting interviews
- Scriptwriting
- Maintaining production logs and paperwork
- Overseeing graphics production
- Producing and non-linear editing commercials and short-form content

Education

January 2006 – December 2008 Columbia College, Chicago, IL

Masters of Arts in Entertainment and Media Management

- Project Management, Financial Management, Strategic Planning and Applied Marketing coursework completed
- 3.7 Grade Point Average

May 2002 – December 2003 Ball State University, Muncie, IN

Bachelor of Arts in Telecommunications

- Radio, Television and Film production coursework completed
- 3.4 Grade Point Average

Other Experience

Video Production Intern, Fig Media, Inc., Chicago, IL

- Assisting producers on client jobs and events in the areas of photo, video and deejaying
- Scriptwriting and Non-linear editing
- Assisting office manager and sales team with marketing to new clients
- Performing daily office administrative tasks
- Managing client relations in the absence of senior producers

Freelance Production Assistant, Chosen Way Productions, Dallas, TX

- Assisting with field and studio shoots of music videos, corporate videos and commercials
- Logging and transcribing footage
- Scouting locations

Student Producer, WIPB-TV, Muncie IN

- Producing and directing segments for a news magazine-style show that focused on recreational activities and environmental issues in the state of Indiana
- Producing and directing segments for an Emmy award winning news magazine-style show
- Scriptwriting and preproduction planning

Relevant Skills

Media and project management; Client relations management; Skilled in Public Speaking and Presentation; Excellent interpersonal skills; Organizational skills; Proficient in marketing and promotions; Audience and talent coordination; Script writing; Proficiency in Microsoft Office and internet applications; Non-linear editing; News gathering and writing (AP Style)